

Approved 12.14.2010

## **Minutes of Planning Commission**

November 8, 2010

Present: Lois Twilley, Todd Smallwood, Richard Mais, Jack Smith

Absent: Marlene Quinn, Winnie Lewis, Susan Klein

Members of the Public Present: none

Subject: Comprehensive Plan Implementation

Meeting called to order 2:32 PM by Richard Mais who agreed to conduct the meeting in Winnie Lewis' absence.

Approve minutes of 8/5/2010 meeting - No minutes are available. No further action.

Approve minutes of 10/5/2010 meeting.

Motion to approve – Lois Twilley

Second – Todd Smallwood

Discussion – none

Vote: All in favor. Minutes approved.

### **Commission Expirations:**

- Phil Craig – replaced by Marlene Quinn
- Susan Klein – reappointed
- Lois Twilley – reappointed

### **Reorganization**

Motion to nominate Winnie Lewis as Chair of the Planning Commission – Richard Mais

Second – Jack Smith

Discussion – none

Vote: All in favor. Winnie Lewis chosen to be Chair of the Planning Commission for 2010-2011

### **Discussion and Possible Action**

- **Cultural and Historic Resource Sub-committee** – request to suspend sub-committee

Since the Planning Commission has not yet received the sub-committee's letter to associate itself with the New Friends of the Fenwick Lighthouse, commission members did not take action. Richard Mais will contact Kimberly Grimes to secure the letter. Action to be taken at next meeting.

- **Parks and Recreation Advisory Group** – Final Open Space Plan

Lois Twilley reported that the group has not met recently but does have a final plan ready. She will present the plan at the next meeting at which time the Planning Commission may accept the recommendation(s) and dissolve the advisory group.

- **Develop Definition of “park” as Requested by the C&O Committee**

Members discussed the definition of park from other municipalities. Todd Smallwood proposed a definition that was accepted by the group.

Motion to define a park as an area of land preserved in its natural state as public property and set aside for public use having facilities for rest and recreation that is owned and maintained by the Town of Fenwick Island – Todd Smallwood

Second – Lois Twilley

Discussion: Richard Mais suggested that the Town might consider the P1 and P2 designation that has been developed by the Town of South Bethany. The final recommendation will be presented to the C&O committee on Tuesday 11/9/10 by Todd Smallwood.

Vote: All in favor the accept the proposed definition and to forward the Planning Commission’s recommendation(s) to C&O.

### **Liaison Reports**

- Jack Smith (Growth & Seasonal Population) - Season’s over; Population’s down
- Richard Mais (Emergency Services) – Solar panels installed on FIPD patrol cars; Todd Smallwood no news on the proposed Public Safety Building
- Winnie Lewis (Housing and items concerning Overlay and Pedestrian Plan) – Not present
- Lois Twilley (Recreation) –Nothing additional
- Todd Smallwood (Safety) –Nothing additional
- Susan Klein (Environment) – Not present
- Marlene Quinn (Zoning & Building and Green Building Standards) – Not present

### **Old Business**

None

### **Next Meeting Date**

Tuesday December 14, 2010 @2:30 PM – Second Tuesday of the month

Motion to adjourn – Jack Smith

Second – Todd Smallwood

All in favor

Meeting adjourned 3:00 PM

Agnes DiPietrantonio, Town Clerk